

Town of Lumberport
Council Meeting
October 21, 2024

Meeting called to order by Mayor Lexie Mayfield.
Prayer and Pledge to the Flag by all attendees.

Present:

Lexie Mayfield, Mayor
Judy Cleavenger, Acting Recorder
Tom Exline
Richard Desist
Michael Stire
Shannon Lopez, Recorder (Absent)
Valeria Ellis (Absent)
Amanda Riddle, City Clerk
Bill Davisson, Public Works (Absent)
Randall Jaggie-Moore (Absent)
James Rigsby, Chief of Police

Richard Desist made motion to accept the Agenda. Tom Exline seconded motion.
Vote: 4-for, 0-against. Motion carried.

Richard Desist made motion to approve previous minutes from September 2024.
Judy Cleavenger seconded motion. Vote: 4-for, 0-against. Motion carried.

Speakers:

Ryan Holcomb, Thrasher Engineering, presented a brief update on the Water Project. A detailed letter dated September 18, 2024, was provided to each Council member.

Charlotte Shaffer, WVU Comprehensive Planning Committee, spoke relating to land, parks and handicapped sidewalks - with Lumberport entering into a Plan with such entity. Michael Stire made motion for the Town to proceed with the WVU Comprehensive Planning Committee. Richard Desist seconded motion. Vote: 4-for, 0 against. Motion carried.

Rocky Romano spoke and asked for votes as he is running in the upcoming election.

Shelby Johnson, Region VI, presented invoice for Thrasher Engineering in the amount of \$24,500.00 in which check in same amount from the Town of Lumberport ARPA Account was presented to Ms. Johnson.

Alan Westfall, Quality Water, presented in-depth explanation of testing of waters in the Lumberport area, as well as presenting a poster-explanation. Mr. Westfall also presented Quality Water's monthly reports for water and sewage. Question/Answer period followed. Tom Exline made motion to accept Quality Water's explanation as well as their monthly report with regard to water and sewage. Michael Stire seconded motion. Vote: 4-for, 0 against. Motion carried.

Discussion regarding panels of fence at lift station. Will check with Public Works and advise at November meeting.

Public Works report given in the absence of Bill Davisson and attached herewith. Public Works installed actuator. Jack Run leak was discussed. Stated electrician on high service on pump #2 (will check and advise). Tom Exline made motion to accept Public Works report. Michael Stire seconded motion. Vote: 4-approved, 0-against. Motion carried.

Police Report presented and attached herewith. Tom Exline made motion to accept Police Report. Michael Stire seconded motion. Vote: 4-approved, 0-against. Motion carried. Rigsby stated tires will be necessary soon for one of the vehicles.

New Business:

The resignation of Valeria Ellis as Council Member dated October 10, 2024 was read. Michael Stire made motion to accept Ms. Ellis' resignation. Tom Exline seconded motion. Vote: 4-for, 0-against. Motion carried.

The Town discussed taking applications for the Seat on City Council. Applications available at the Mayor's Office. Michael Stire made motion to accept Applications. Judy Cleavenger seconded motion. Vote: 4-approved, 0-against. Motion carried.

Discussion pertaining to removal of cinder blocks placed by Susan Zirkle blocking the right-of-way to Amber O'Dell's property. Michael Stire made motion to have Public Works remove the blocks. Tom Exline seconded motion. Vote: 4-for, 0-against. Motion carried.

Discussion of extending bids for the removal of sludge at the Water Plant. Michael Stire made motion to obtain bids. Tom Exline seconded motion. Vote: 4-for, 0-against. Motion carried.

Discussion for ordering of Code Books for our Code Enforcer. Mike Stire made motion to order applicable code books. Tom Exline seconded motion. Vote: 4-for, 0-against. Motion carried.

Discussion regarding Noah Uldrich as part-time employee. Noah has expressed he would like to stay on as a parttime employee (no insurance, no benefits). Michael Stire made motion to **table**. Tom Exline seconded motion. Motion carried.

Discussion regarding Lions Club placing flags for Veteran's Day. Public Works will put flags up.

Discussion regarding Fire Department verbal 20 year agreement to only pay minimum per month. **Tabled**

Discussion regarding closing the Mayor's Office to the Public on Fridays. Judy Cleavenger made motion to close Office to the Public on Fridays. Michael Stire seconded motion. Vote: 4-for, 0-against. Motion carried.

Discussion regarding moving forward with the Backflow Ordinance. Michael Stire made motion to accept the Backflow Ordinance and move forward. Richard Desist seconded motion. Vote: 4-for, 0-against. Motion carried.

Tom Exline made motion to accept the Financial Report. Michael Stire seconded motion. Vote: 4-for, 0-against. Motion carried.

Michael Stire made motion to pay monthly expenses. Tom Exline seconded motion. Vote: 4-for, 0-against. Motion carried. NOTE: The new Clerk is paying invoices as they come due, rather than once or twice a month.)

Mayor's Report:

Due to Ms. Ellis' resignation, WesBanco requires new cards signed for all accounts. Signers will be Lexie Mayfield, Richard Desist and Judy Cleavenger. All persons will go the WesBanco and sign applicable account cards for all accounts as soon as possible.

Although it was previously voted to close the Mayor's Office only on Fridays, I would recommend since the Office is in such disarray, to close the Office to the Public on Monday, Wednesday and Friday, **indefinitely** until the management of files, records, invoicing, etc. is brought up to date in order to find things accordingly. We would need to put in the newspaper, on next out-going water bills, on the door or the building, and on our webpage. Drop-Box is an option.

Discussion of charging for copies, as in the past 3 months, there has been an abundance of requests for documentation.

Discussion regarding both Clerks need to apply for Notary and will move forward.

Doug Bailey's 90 day probationary period is now complete. Doug is requesting an increase in salary. **Tabled** at 10/21/24 Council Meeting.

Erik Hustead recommended outside cameras. **Tabled.**

Judy Cleavenger made motion to adjourn. Tom Exline seconded motion. Vote: 4-for, 0 against. Motion carried.

Meeting Adjourned.

Judy Cleavenger
Acting Recorder as
Shannon Lopez (Absent)
Town of Lumberport

A handwritten signature in cursive script that reads "Judy Cleavenger".

10/21/24

Public Works Report Sept 2024

Picked up Garbage

Read Water Meters

Pumped Sewer

Fixed Leak on Haywood

Fixed Leak in Cambria

Worked on Sewer Station

Fixed Water Leak on Valley St

Fixed Leak in Haywood

Fixed Sewer Station Behind 7-11

Fixed Sewer Line on Coal Street

Police Dept Report

Sep and Oct 2024

Calls for Service by Lumberport PD = 12 traffic stops, 6 citations, 5 warnings, 9 Calls for service.

Calls For Service by the SO or State police = 2 Calls for service

Made daily Bank deposits.

Monitored school traffic.

Ran radar daily, watched intersections daily, normal Law Enforcement related duties

Cruiser was inspected and oil changed

That is all.